

## Museum on Wheels Volunteer

### Role Description

#### Why we want you

As part of the Reading Abbey Revealed Heritage Lottery Fund and council project, we are looking for extra volunteers to help support staff with our 'Museum on Wheels' outreach programme throughout 2019.

Our Museum on Wheels volunteers are our 'extra pair of hands' at our informal outreach learning activities we run over the school holidays and weekends.

Your first role will be helping with February half-term activities (18 February until 22<sup>nd</sup> February) and thereafter you will visit different community events in Reading, sharing Reading's history and our fantastic programme of exhibitions and activities.

#### What you will be doing

Our Museum on Wheels volunteers will be asked to help with a range of tasks including:

- Helping staff support families with arts and crafts activities
- Setting up and taking down stands at events (some heavy lifting may be required)
- Being an ambassador for Reading Museum and the Reading Abbey project
- Sharing our passion for history through object handling with the public
- Supervising resources and equipment used on the Museum on Wheels stand



### **This role will suit you if you are:**

- Enthusiastic, warm and friendly and enjoy talking to people of all ages
- Proactive, flexible and willing to help with a wide range of activities
- Able to help at various venues across Reading
- Willing to help with setting up event stands and enjoy being outdoors
- Able to work independently and as part of a team
- Available on some Saturdays and weekdays
- Interested in Reading's history

### **What you will get out of it:**

- Become part of a friendly team and make new friends
- Learn about the museum's informal learning programme
- Learn interesting facts about Reading Museum and the Reading Abbey Quarter
- Gain hands-on events experience
- Develop your communication and customer service skills

### **How much time it will take up**

Our Museum on Wheels outreach team aims to visit at least 10 locations through the year during school holidays, though there may be additional visits arranged through the year.

We would like our volunteers to help for at least three hours with the Museum on Wheels stand, with setting up the gazebo, stall and craft activity and packing away.

### **What training and support we provide**

Reading Museum prides itself on being awarded Investing in Volunteers accreditation in 2015. We will provide full training and ongoing support to all volunteers to help them do well in this role.

### **To apply**

Read through our volunteer policy (found under 'Get Involved' at [www.readingmuseum.org.uk](http://www.readingmuseum.org.uk)) and complete the volunteer registration form. Email your form to [curator@readingmuseum.org.uk](mailto:curator@readingmuseum.org.uk).

If we think you are suitable for this role, we will invite you to Reading Museum for a brief chat.